

RAAUZYUW RUEADWD3369 2721833-UUUU--RUJAAAA.
ZNR UUUUU ZUI RUEWMCE2097 2721834
R 281805Z SEP 16
FM HQDA DCS G-3-5-7 INSTITUTIONAL TNG DIV WASHINGTON DC
TO RUJAAAA/ARNG NGB COMOPS ARLINGTON VA
RUIAAAA/ARNG NGB COMOPS ARLINGTON VA
RUJAAAA/ARNGRC ARLINGTON VA
RUIAAAA/ARNGRC ARLINGTON VA
RUJAAAA/ARNGRC WATCH ARLINGTON VA
RUIAAAA/ARNGRC WATCH ARLINGTON VA
RUJAAAA/CDR 5 ARMY NORTH AOC FT SAM HOUSTON TX
RUIAAAA/CDR 5 ARMY NORTH AOC FT SAM HOUSTON TX
RUJAAAA/CDR ATEC ABERDEEN PROVING GROUND MD
RUJAAAA/CDR NETCOM 9THSC FT HUACHUCA AZ
RUJAAAA/CDR USARCENT SHAW AFB SC
RUIAAAA/CDR USAREUR CG WIESBADEN GE
RUIAAAA/CDR USAREUR G3 WIESBADEN GE
RUIAAAA/CDR USAREUR G8 WIESBADEN GE
RUJAAAA/CDR USARSO FT SAM HOUSTON TX
RUIAAAA/CDR USASOC COMMAND CENTER FT BRAGG NC
RUIAAAA/CDR USASOC FT BRAGG NC
RUIAAAA/CDR USASOC G-8 MSG CENTER FT BRAGG NC
RUIAAAA/CDR USASOC MESSAGE CENTER FT BRAGG NC
RUIPAAA/CDR USEUCOM COS VAIHINGEN GE
RUIPAAA/CDR USEUCOM DCDR VAIHINGEN GE
RUIPAAA/CDR USEUCOM J3 DIRECTORATE VAIHINGEN GE
RUJAAAA/CDR USMEPCOM NORTH CHICAGO IL
RUIAAAA/CDR3RD ARMY SHAW AFB SC
RUIAAAA/CDR3RD ARMY USARCENT WATCH OFFICER SHAW AFB SC
RUJAAAA/CDRAMC REDSTONE ARSENAL AL
RUIAAAA/CDRAMC REDSTONE ARSENAL AL
RUIAAAA/CDRFORSCOM CMD CTR FT BRAGG NC
RUIAAAA/CDRFORSCOM FT BRAGG NC
RUJAAAA/CDRHRC G3 DCSOPS FT KNOX KY
RUIAAAA/CDRHRC G3 DCSOPS FT KNOX KY
RUJAAAA/CDRHRC G8 DCSRM FT KNOX KY
RUIAAAA/CDRINSCOM FT BELVOIR VA
RUSFASA/CDRINSCOM FT BELVOIR VA
RUIAAAA/CDRINSCOMIOC FT BELVOIR VA
RUEPINF/CDRINSCOMIOC FT BELVOIR VA
RUJAAAA/CDRMDW WASHINGTON DC
RUIAAAA/CDRMDW WASHINGTON DC
RUJAAAA/CDRUSAASA FT BELVOIR VA
RUIAAAA/CDRUSACIDC FT BELVOIR VA
RUJAAAA/CDRUSACYBER FT BELVOIR VA
RUJAAAA/CDRUSACYBER G3 FT BELVOIR VA
RUIPAAA/CDRUSAFRICA VICENZA IT
RUIAAAA/CDRUSAMEDCOM FT SAM HOUSTON TX

RUIAAAA/CDRUSARCYBER WATCH OFFICER FT BELVOIR VA
RUIAAAA/CDRUSARPAC CG FT SHAFTER HI
RUIAAAA/CDRUSARPAC FT SHAFTER HI
RUJAAAA/CDRUSASAC REDSTONE ARSENAL AL
RUIAAAA/CDRUSASAC REDSTONE ARSENAL AL
RUJAAAA/COMDT USAWC CARLISLE BARRACKS PA
RUIAAAA/COMDT USAWC CARLISLE BARRACKS PA
RUJAAAA/HQ IMCOM FT SAM HOUSTON TX
RUIAAAA/HQ IMCOM FT SAM HOUSTON TX
RUJAAAA/HQ SDDC CMD GROUP SCOTT AFB IL
RUIAAAA/HQ SDDC CMD GROUP SCOTT AFB IL
RUJAAAA/HQ SDDC COC OPS G3 SCOTT AFB IL
RUIAAAA/HQ SDDC COC OPS G3 SCOTT AFB IL
RUJAAAA/HQ SDDC OPS MSG CNTR SCOTT AFB IL
RUIAAAA/HQ SDDC OPS MSG CNTR SCOTT AFB IL
RUEADWD/HQDA AASA WASHINGTON DC
RUEADWD/HQDA COE WASHINGTON DC
RUJAAAA/MEDCOM HQ RESOURCE MGT FT SAM HOUSTON TX
RUJAAAA/NETCOM G3 CURRENT OPS FT HUACHUCA AZ
RUIAAAA/NETCOM G3 CURRENT OPS FT HUACHUCA AZ
RUJAAAA/SMDC ARSTRAT CG ARLINGTON VA
RUIAAAA/SMDC ARSTRAT CG ARLINGTON VA
RUJAAAA/SMDC ARSTRAT CS ARLINGTON VA
RUIAAAA/SMDC ARSTRAT CS ARLINGTON VA
RUJAAAA/SMDC ARSTRAT G3 ARLINGTON VA
RUJAAAA/SUPERINTENDENT USMA WEST POINT NY
RUJAAAA/USAR CMD GRP FT BRAGG NC
RUIAAAA/USAR CMD GRP FT BRAGG NC
RUJAAAA/USAR OCAR DRM COMPT FT BELVOIR VA
RUIAAAA/USAR OCAR DRM COMPT FT BELVOIR VA
RUJAAAA/CDR TRADOC DCG FT EUSTIS VA
RUIAAAA/CDR TRADOC DCG FT EUSTIS VA
RUJAAAA/CDR TRADOC DCS G-3-5-7 OPNS CTR FT EUSTIS VA
RUJAAAA/CDR TRADOC DCS G-4 DOL FT EUSTIS VA
RUJAAAA/CDR TRADOC SGS FT EUSTIS VA
INFO RUEADWD/HQDA DCS G-3-5-7 CIV LEADER DEV DIV WASHINGTON DC
RUEADWD/HQDA DCS G-3-5-7 COLLECTIVE TNG DIV WASHINGTON DC
RUEADWD/HQDA DCS G-3-5-7 INSTITUTIONAL TNG DIV WASHINGTON DC
RUEADWD/HQDA DCS G-3-5-7 MIL LEADER DEV DIV WASHINGTON DC
RUEADWD/HQDA DCS G-3-5-7 TNG DIRECTORATE WASHINGTON DC
BT
UNCLAS
SUBJ/FORT BLISS TRAINING TRAVEL GUIDANCE

REFERENCES:

A. DA MESSAGE, DTG 101732Z MAR 15, SUBJECT: FORT BLISS TRAINING TRAVEL AND ADMINISTRATIVE SUPPORT GUIDANCE.

B. MEMORANDUM, DAMO-TRI, 1 APRIL 2016, WITH ENCLOSURE, SUBJECT: INSTITUTIONAL TRAINING DIRECTED LODGING AND MEAL (ITDLM) POLICY.

C. JOINT FEDERAL TRAVEL REGULATION.

1. THIS MESSAGE SUPERSEDES REFERENCE A. THIS MESSAGE PROVIDES TRAVEL GUIDANCE FOR SELECTED TRAINING CONDUCTED UNDER THE PURVIEW OF THE U. S. ARMY SERGEANTS MAJOR ACADEMY (USASMA). REFERENCE B REMAINS IN EFFECT AND IS APPLICABLE TO TEMPORARY DUTY (TDY)/ACTIVE DUTY TRAINING (ADT) SOLDIERS ATTENDING THE BELOW COURSES:

1.A. BATTLE STAFF NCO COURSE (BSNCOC).

1.B. SERGEANTS' MAJOR NON-RESIDENT COURSE (SMNRC), PHASE 2.

1.C. COMMANDANT PRE COMMAND COURSE (CPCC) (EFFECTIVE FY 2017).

1.D. MASTER LEADER COURSE (MLC) (EFFECTIVE FY 2018).

1.E. BASIC LEADER COURSE (BLC).

2. THIS MESSAGE DOES NOT APPLY TO:

2.A. COURSES NOT IDENTIFIED ABOVE. SOLDIERS WILL REQUIRE TRAVEL AND PER DIEM AUTHORIZATION AS DETERMINED BY THE FUNDING/ORDER ISSUING OFFICIAL.

2.B. COURSES UNDER ARMY TRAINING REQUIREMENTS AND RESOURCES SYSTEM (ATRRS) SCHOOL CODES 145A, 421, 442, 1441, 011B, 837, 910B, F1AD AND 856. SOLDIERS WILL REQUIRE TRAVEL AND PER DIEM AUTHORIZATION AS DETERMINED BY THE FUNDING/ORDER ISSUING OFFICIAL.

3. TRAVEL OFFICIALS WILL DIRECT THE FOLLOWING:

3.A. SOLDIERS ATTENDING BSNCOC, SMNRC, PHASE 2, MLC AND CPCC WILL REPORT TO IHG ARMY HOTEL-FORT BLISS, BUILDING 1744 FOR A ROOM ASSIGNMENT AT NO COST TO SERVICE MEMBER (SM).

3.B. SOLDIERS ATTENDING BLC WILL REPORT TO BUILDING 1006 (CHAFEE AND PLEASANTON) FOR IN-PROCESSING AND ASSIGNMENT TO BARRACKS.

3.C. SOLDIERS ATTENDING BSNCOC, SMNRC, PHASE 2, MLC AND CPCC WILL SUBSIST VIA GOVERNMENT DINING FACILITIES WEEKDAYS AT NO COST WITH PROPORTIONAL MEAL RATE ON WEEKENDS AND FEDERAL HOLIDAYS.

3.D. SOLDIERS ATTENDING BLC WILL SUBSIST VIA GOVERNMENT DINING FACILITIES SEVEN DAYS PER WEEK AT NO COST TO SM.

4. REIMBURSEMENT OF ALL OTHER TRAVEL COSTS ASSOCIATED WITH THE TDY/ADT IS THE RESPONSIBILITY OF THE ORDER ISSUING OFFICIAL. FOR EXAMPLE: AIR FARE, RENTAL CAR, IN AND AROUND MILEAGE, IF AUTHORIZED AND INCIDENTALS. THE SENDING COMMAND IS RESPONSIBLE TO EDUCATE/BRIEF SOLDIERS ON TRAVEL ENTITLEMENTS/AUTHORIZATIONS. TEMPORARY DUTY TRAINING TRAVEL ORDERS WILL NOT BE ISSUED IN THE FOLLOWING CIRCUMSTANCES:

4.A. WHEN ASSIGNED OR WITH DUTY AT THE TRAINING LOCATION.

4.B. WHEN TRAINING LOCATION AND UPCOMING PERMANENT CHANGE OF STATION IS THE SAME. SOLDIER MUST PCS TO INSTALLATION BEFORE COURSE OF INSTRUCTION BEGINS.

4.C. WHEN TRAINING LOCATION AND LOSING LOCATION IS THE SAME. SOLDIER MAY NOT PCS UNTIL TRAINING IS COMPLETED.

4.D. WHEN TRAINING IS CONDUCTED IN A PCS STATUS.

4.E. WHEN THE ATRRS RESERVATION IS IN A WAIT "W" STATUS.

5. SOLDIERS IN A TDY/ADT STATUS MAY NOT REPORT EARLY TO THE TRAINING BASE. TRAINING ACTIVITIES ARE NOT AUTHORIZED TO DIRECT EARLY ARRIVAL ON CLASS REPORT DATE. DUAL-MILITARY PERSONNEL WHO ELECT TO ATTEND THE SAME COURSE/CLASS ARE NOT AUTHORIZED SEPARATE ACCOMMODATIONS. EXCEPTIONS TO THIS POLICY MUST BE ADDRESSED TO HQDA, G-3/5/7, INSTITUTIONAL TRAINING DIVISION BEFORE EXECUTION OF TRAVEL. DEPENDENTS/FAMILY MEMBERS OF TDY/ADT STUDENTS ARE DISCOURAGED AT THE TDY SITE DUE TO CONSTRAINED ACCOMMODATIONS/SERVICES. COST INCURRED TO SUPPORT DEPENDENTS/FAMILY MEMBERS AT THE TDY SITE IS THE PERSONAL RESPONSIBILITY OF THE SM.

6. COMMERCIAL TRANSPORTATION SERVICE IS AVAILABLE FROM THE EL PASO INTERNATIONAL AIRPORT (E.G., TAXI OR SHUTTLE). RENTAL CARS MAY BE AUTHORIZED FOR THOSE WHO FLY. IN AND AROUND MILEAGE FOR THOSE AUTHORIZED TO DRIVE THEIR PRIVATELY OWNED AUTOMOBILE AND ATTENDING BSNOC, SMNRC, PHASE 2, MLC AND CPCC MAY BE AUTHORIZED FIVE MILES PER DAY.

7. LODGING AND SUBSISTENCE POLICIES, PROCEDURES AND SUPPORT REQUIREMENTS ARE OUTLINED IN REFERENCE B. GROUP LODGING RESERVATIONS WILL BE MADE FOR THOSE WITH A CONFIRMED ATRRS "R" RESERVATION BY THE SCHOOL VALIDATION AUTHORITY. LODGING REQUIREMENTS ARE CENTRALLY FUNDED FROM CLASS REPORT DATE TO CLASS END DATE. THEREFORE, LODGING RESERVATIONS THROUGH THE DEFENSE TRAVEL SYSTEM ARE NOT REQUIRED/AUTHORIZED. SUBSISTENCE REQUIREMENTS ARE CENTRALLY FUNDED FROM CLASS START TO CLASS END DATE IN ACCORDANCE WITH PARAGRAPH

THREE.

8. THIS MESSAGE WILL BE POSTED TO THE ODCS, G-37/TR TRAINING DIRECTORATE WEB SITE AT
[HTTPS://G357.ARMY.PENTAGON.MIL/TR/TRI/ITTG/DEFAULT.ASPX.](https://g357.army.pentagon.mil/tr/tri/ittg/default.aspx)

9. THE POINT OF CONTACT FOR THIS MESSAGE IS MRS. MARY ELLEN MCCRILLIS, HQDA, G-3/5/7 AT DSN 224-9702 OR
[MARY.MCCRILLIS.CIV@MAIL.MIL.](mailto:MARY.MCCRILLIS.CIV@MAIL.MIL)

10. THIS MESSAGE REMAINS IN EFFECT UNTIL SUPERSEDED.